

VSH ICC
27th March 2007

Present: Steve Barden, RN, Kevin Rogers, Eyvette Santamore, Myra Perry, Shannon Thompson, Donna Delphia, Jeni Roggensack, Goldie Watson (later in meeting).

Dr. Daye on leave. Chaired by Myra.

Meeting called to order at 10:10

Motion by Kevin to approve minutes of 02-27-2007, 2nd by Jeni. Passed.

Old Business:

Angel is more easily accessed than at last meeting.

Treatment Room cleaning regulations were accepted and adopted. Suggestion was made that the stethoscope ear pieces be cleaned with alcohol as well as the head and that this be include in the memo. Myra will send the memo to all nurses and arrange for signs to be made for the Treatment Rooms.

Cleaning of the blood pressure cuff: Good information was not available. Myra will order disposable cuffs for clients with rashes, open sores, etc until better information on cleaning is obtained.

E-mails were sent to each co-ordinator with information and photos of new phlebotomy pillows. No input was received back so none have been ordered. Disposable covers for the existing pillows will be expensive, need inventory tracking and storage space. We decided to use the regular pillow cases as in the past. Calculated that about 30 extra cases would be needed per week. Eyvette will order more if necessary. The expense was approved by Shannon.

Myra has ordered 30 XXL lab coats for Housekeeping to distribute to the wards. If a lab coat is visibly soiled it should be sent to the laundry. Otherwise it is at the nurse's discretion to change coats. There are plenty of coats available to change as often as they wish. Final decision deferred until more nurses are able to attend this meeting.

Eyvette reported that the laundry hampers have arrived and are placed on Brooks One and Brooks Two. BRU refused one.

Jim Bilodeau sent a report that staff are complaining because the floors are not always clean. He found that bags of soiled materials, whether garbage or laundry had been dragged down the hallways and the contents had stained the floors. There are laundry carts and wheeled garbage cans available for transporting these bags. It was reported that laundry bags were seen being dragged across the dirt and parking lot to the laundry area.

This causes unnecessary wear and tear on the bags and added expense for VSH. Nursing will be asked to send a memo to remind staff to use the carts to transport.

Kitchen Cleanliness: Brooks Two kitchen is cleaned monthly by Housekeeping while more regular cleaning is done by B2 staff. Housekeeping requests that B2 staff be more diligent in keeping food off the wall and from under counters. Steve will discuss this at change of shift report.

Motion to adjourn at 10:30. Approved